

Job Description for UCCN Minister

The Unitarian Universalist Congregation of Central Nassau County (UCCN) seeks a part-time contractual minister to lead our small, passionate congregation in Garden City, New York. We seek a welcoming, spirited minister who will complement and amplify the welcoming attitude of the congregation. We need a Minister who will represent UCCN on Long Island, on LIAC, and in the wider UU world, who understands the need for denominational engagement.

Our Congregation of approximately 65 members has been in existence for more than fifty years, at its location in the heart of Garden City, in the center of Nassau County, a 35 minute train ride to Manhattan. We are convenient to mass transit -- one block from the Long Island Railroad (LIRR) -- and to highways. Our members bring diverse passions to UCCN -- a strong sense of community; theology; religious backgrounds, culture; social justice, environmental justice; and more. . We may not agree all the time, but it is a place of collaboration and acceptance. We seek a minister who knows how to listen with a loving heart and will work with our strengths and help us to be our best selves as we move forward into the future.

Website address:

<http://uuccn.org>

Facebook page:

<https://www.facebook.com/UCCN/>

To apply, contact John Roleke at: roleke@gmail.com or 516-749-1459.

The Consulting Minister will:

- Have primary responsibility for approximately two Sunday services per month for most of the year; three Sundays when it is a five Sunday month;
- Collaborate, communicate, and coordinate with the Religious Education Director, Worship Arts Committee, and the Music Director to provide dynamic worship to the community for all services throughout the congregational year, including holiday services and multigenerational/intergenerational services;
- Fostering our traditions through leading special services for major holidays such as Chanukah, Christmas Eve Candlelight Service, Kwanzaa, and the Passover Seder.
- Outreach, coordinate and offer support to members of the congregation to handle Volunteer Sunday Summer Services;
- Attend the monthly board meeting as often as possible, prepare a monthly Ministerial Report, submit an annual report, attend the annual congregational meeting, and write a monthly column for the newsletter;
- Provide guidance and support to UCCN as it seeks to implement goals,

objectives and long range plans;

- Meet and greet congregants on Sunday morning before and after service. Introduce new members to UUCCN and invite them in;
- Participate in congregational events and attend committee meetings, as schedule allows;
- Work on Mission and Vision;
- Help the leadership and congregation to identify goals;
- Support our committees; and leadership development;
- Continue outreach and collaboration with clergy in the UU and greater Long Island community, and maintain leadership;
- Be regularly available by text, telephone and email, at reasonable hours;
- Available for pastoral care;
- Available for consultation on congregational business;
- Schedule standing office hours, as well as hours by appointment, as needed, for congregant calls or visits;
- Supervise Congregational Administrator;
- Collaborate with Music Director and Religious Education Director, and provide supervision as appropriate;
- Work with Newsletter Editor;
- Join in community life to laugh and celebrate.

SKILLS & PERSONAL ATTRIBUTES NEEDED:

- Ability to collaborate between members, committees, and groups
- Great communication skills, able to reach all ages
- Energetic
- Diplomatic
- Organization and time management skills
- Strong leadership qualities
- A good sense of humor
- The ability to bring people together.
- Skilled in conflict management, and transformation.
- Long range, strategic thinking
- **LOVE OF THE PEOPLE AND OF THE MINISTRY!**